



# Salt Spring Island Local Trust Committee Minutes of a Regular Meeting

**Date:** Thursday, November 6, 2014  
**Location:** Lions Club, Hart Bradley Memorial Hall  
103 Bonnet Avenue, Salt Spring Island, BC

**Members Present:** Sheila Malcolmson, Chair  
George Grams, Local Trustee  
Peter Grove, Local Trustee

**Staff Present:** Leah Hartley, Regional Planning Manager  
Stefan Cermak, Island Planner  
Kristin Aasen, Planner 2  
Jason Youmans, Planner 1  
Seth Wright, Planner 1  
Sarah Shugar, Recorder

**Media and Others Present:** Wayne McIntyre, Capital Regional District (CRD) Director  
Gulf Islands Driftwood Reporter  
Approximately 7 members of the public - a.m.  
Approximately 29 members of the public - p.m.

These minutes follow the order of the agenda although the sequence may have varied.

## 1. CALL TO ORDER

Chair Malcolmson called the meeting to order at 9:30 a.m. She introduced herself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish people.

## 2. APPROVAL OF AGENDA

The following change was made to the agenda:

5. Closed Meeting Resolution: Addition of Section 90(1)(i) for the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The following supplemental items were presented for consideration:

- 16.3 SS-DVP-2014.4 – M. Geary – 1609 North Beach Road Setback Variance – Staff Report – Addition of Appendix 3
- 16.5 SS-RZ-2003.5 – Bylaw 469 – O'Connor Project Planning – 176 Norton Road Housing Agreement Bylaw – Staff Report – Addition of Appendices 1, 3 and 4

**By general consent** the agenda was adopted as amended.

## 3. MINUTES AND RESOLUTIONS WITHOUT MEETING

### **3.1 Draft Minutes of the October 16, 2014 SSI LTC Regular Meeting**

**By general consent**, the minutes of the October 16, 2014 Salt Spring Island Local Trust Committee Regular Meeting be adopted as presented.

### **3.2 Resolutions Without Meeting Report - None**

## **4. BUSINESS ARISING FROM MINUTES**

### **4.1 Follow-Up Action List**

The report was received.

## **5. CLOSED MEETING RESOLUTION**

### **SS-2014-208**

At 9:35 a.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee closes this meeting to the public subject to Community Charter Section 90(1)(k) regarding discussions respecting the proposed provision of municipal services that are at their preliminary stages and Section 90(1)(i) for the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and that the recorder and staff be invited to remain.

**CARRIED**

## **6. OPEN MEETING RESOLUTION**

### **SS-2014-209**

At 10:24 a.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-opens this meeting to the public subject to Section 89 of the Community Charter.

**CARRIED**

Chair Malcolmson called a recess at 10:25 a.m. The meeting reconvened at 10:30 a.m.

## **7. RISE AND REPORT**

### **7.1 Ganges Village Planning**

The Salt Spring Island Local Trust Committee direct staff to work with Capital Regional District staff on a Memorandum of Understanding on roles and responsibilities on the Ganges Boardwalk Implementation Project Charter.

## **8. LOCAL TRUST COMMITTEE PROJECTS**

### **8.1 Bylaw No. 480 - Riparian Areas Regulation Salt Spring Island**

Planner Cermak presented a staff report dated October 29, 2014 regarding Proposed Bylaw 480 for Consideration of Third Reading.

Further to discussion, the following resolutions were introduced.

**SS-2014-210**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee amend Proposed Bylaw 480 cited as “ Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 2, 2014” by:

1. Inserting into Schedule 1 an information note that reads “Measures identified in Section 4 of the Riparian Area Regulation (RAR) Assessment Report Form, or other direction provided by the Qualified Environmental Professional (QEP), which occurs between the calculated Streamside Protection Area (SPEA) and the 30 meter Riparian Assessment Area (RAA) should be incorporated into the Development Permit;”
2. Amending the map 28 legend shown in schedule 2 as recommended in the Staff Report dated October 28, 2014;
3. Replacing E.7.5.1 (e) with “Restoration and enhancement activities by persons undertaking only to restore and enhance the natural features, functions and conditions of riparian areas as approved in a signed and sealed letter from a Qualified Environmental Professional (QEP) submitted to the Islands Trust;”
4. Replacing “may be required” in E.7.6.6 with “should be required.”

**CARRIED**

**SS-2014-211**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give third reading to Proposed Bylaw 480 cited as “Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 2, 2014” as amended.

**CARRIED**

**SS-2014-212**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to forward Proposed Bylaw 480 to the Islands Trust Executive Committee for approval; and direct staff to forward Proposed Bylaw 480 to the Minister of Community, Sport and Cultural Development for approval.

**CARRIED**

**8.2 Bylaw No. 482 - Riparian Areas Regulation Prevost and Associated Islands**

Planner Cermak presented a staff report dated October 29, 2014 regarding Proposed Bylaw 482 for Consideration of Third Reading.

Further to discussion, the following resolutions were introduced.

**SS-2014-213**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give third reading to Proposed Bylaw 482 cited as “Zoning Bylaw, Planning Area No. 4, 1972, Amendment Bylaw No. 1, 2014.

**CARRIED**

**SS-2014-214**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to forward Proposed Bylaw 482 to the Island Trust Executive Committee for approval; and direct staff to forward Proposed Bylaw 482 to the Minister of Community, Sport and Cultural Development for approval.

**CARRIED**

Chair Malcolmson called a recess at 11:05 am. The meeting was reconvened at 11:09 a.m.

### **8.3 Ganges Village Planning (Boardwalk)**

Planner Aasen presented a staff report dated October 30, 2014 regarding Ganges Village Planning - Boardwalk Project Charter.

Further to discussion, the following resolution was introduced.

#### **SS-2014-215**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee enthusiastically support the Harbour Boardwalk Project and refer the draft Ganges Boardwalk Project Charter to the Capital Regional District.

**CARRIED**

## **9. REPORTS**

### **9.1 Work Program Top Priorities Report**

The report was received.

### **9.2 Projects List**

The report was received.

### **9.3 Applications with Status Report**

The report was received.

### **9.4 Expense Report - October 2014**

The report was received.

## **10. CORRESPONDENCE**

### **10.1 Islands Trust Fund - Dated October 8, 2014 - Concerning Annual Monitoring Visit for Lot 31 Covenant**

The correspondence was received.

### **10.2 Islands Trust Fund - Dated October 8, 2014 - Concerning Annual Monitoring Visit for Shacum Covenant**

The correspondence was received.

### **10.3 Islands Trust Fund - Dated October 8, 2014 - Concerning Annual Monitoring Visit for Manzanita Ridge Nature Reserve**

The correspondence was received.

### **10.4 Islands Trust Fund - Dated October 8, 2014 - News Release of a "Natural Area Protection Tax Exemption" - Old Divide Road**

The correspondence was received.

Chair Malcolmson called a recess called at 11:26 a.m. The meeting reconvened at 12:00 p.m. At that time, she welcomed the members of the public and thanked them for attending the meeting. She introduced the Trustees and staff and reviewed the audio recording practices.

## **11. TRUSTEE REPORTS**

Trustee Grove reported that he attended meetings with the following: the Financial Planning Committee; the Advisory Planning Commission; the Chamber of Commerce. He attended the Riparian Areas Regulation Public Hearing; the Naomi Klein event on Resilient Communities; the Gordon Sloan presentation on Restorative Justice; the Business of the Year Awards presentation; the Small Business Trade Show hosted by the Chamber of Commerce; a Green Drinks event hosted by Transition Salt Spring and the Industrial Advisory Planning Commission appreciation lunch. He expressed appreciation to Chair Malcolmson, Trustee Grams and Director McIntyre.

Trustee Grams reported that he attended meetings with the following: the Shared Space Salt Spring Society Annual General Meeting; with constituents regarding various issues; the Chair of the Capital Regional District (CRD) Highland/Fernwood Water Commission; a member of the Industrial Advisory Planning Commission; the Salt Spring Island Watershed Protection Authority (SSIWPA) coordinator; the SSIWPA Public Advisory Committee; a member of the Water Council and the Local Planning Committee and the Advisory Planning Commission. He also attended the following: the SSIWPA Structured Decision Making Workshop; Transition Salt Spring event and a presentation of the CRD Community Economic Development Commission (CEDC) report, "Toward a More Resilient Salt Spring". He expressed appreciation to Chair Malcolmson, Trustee Grove and Director McIntyre.

## **12. CHAIR'S REPORT**

Chair Malcolmson reported the following topics from Trust Council: release of a letter to Premier Clark and Minister Stone regarding the impacts of BC Ferries proposed fare increases and service reductions; initiation of a consultation process by Transport Canada regarding Marine Waste Disposal which provides an opportunity to identify particularly sensitive shoreline areas and also commended the Trust Council on participating in the National Energy Board (NEB) process regarding the Liquefied Natural Gas (LNG) Oil Tanker Expansion project. She attended the Howe Sound Community Forum hosted by the Squamish Nation and encouraged Trustees to prioritize relationship building with First Nations. She also reported the Trust Fund acquisition of the McFadden Creek Nature Sanctuary on Salt Spring Island. She expressed appreciation to Trustee Grams, Trustee Grove, Director McIntyre and Islands Trust staff.

## **13. CRD DIRECTOR'S REPORT**

Director McIntyre reported that he attended the following meetings: the Capital Regional District (CRD) Budget meetings; Annual General Meetings of the CRD Water Commissions, Liquid Waste Commission and Sewer Commissions; regarding the Recycling Depot; the owners of the Sablefish Hatchery; regarding the Fulford Inn; with Brendan Carr, Island Health Chief Administrative Officer; the Lady Minto Hospital Foundation; the CRD Transportation Select Committee; the CRD Ferry Advisory Committee and the CRD Environmental Services Committee. He attended the following: a presentation of the CRD Community Economic Development Commission (CEDC) report, "Toward a More Resilient Salt Spring"; the Business of the Year Awards presentation hosted by the Chamber of Commerce and the Salt Spring Island Watershed Protection Authority (SSIWPA) Structured Decision Making Workshop.

14. **DELEGATIONS** - None

15. **TOWN HALL**

Chair Malcolmson opened the Town hall at 12:32 p.m.

One member of the public expressed concern for the future of the Fulford Inn and the potential environmental impacts of demolition as well as the lack of affordable housing and affordable temporary shelter on Salt Spring Island.

One member of the public expressed appreciation to Chair Malcolmson, Trustee Grams and Trustee Grove for their service in this term of office.

One member of the public expressed support for the Ganges Boardwalk and presented several recommendations for consideration. She also expressed appreciation to Chair Malcolmson for her service as Chair of the Salt Spring Island Local Trust Committee.

One member of the public expressed appreciation to Chair Malcolmson for her service as Chair of the Salt Spring Island Local Trust Committee in the last two terms of office.

Chair Malcolmson called a recess at 1:03 p.m. The meeting was reconvened at 1:11 p.m.

16. **APPLICATIONS, BYLAWS, PERMITS AND REFERRALS**

16.1 **SS-DP-2014.8 - G. Lee - 125 Marina Crescent**

Planner Youmans presented a staff report dated October 30, 2014 regarding a Community Well Capture Zone Development Permit.

Applicant Gary Lee was present and spoke to the application.

Further to discussion, the following resolution was introduced.

**SS-2014-216**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2014.8 to Gary Lee for Lot 6, District Lot 1, North Salt Spring Island, Cowichan District, Plan 17161 (SS-DP-2014.8, 125 Marina Crescent).

**CARRIED**

16.2 **SS-DVP-2014.6 - R. & C. Campsall - 121 Baker Road**

Planner Youmans presented a staff report dated October 29, 2014 regarding a Lot Size Variance Development Variance Permit.

Further to discussion, the following resolution was introduced.

**SS-2014-217**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee invites comment from notified neighbours regarding proposed Development Variance Permit SS-DVP-2014.6, to be submitted to Islands Trust on or before November 24, 2014, following which Local Trust Committee may consider permit issuance through Resolution Without Meeting (SS-DVP-2014.6, 121 Baker Road).

**CARRIED**

**16.3 SS-DVP-2014.4 - M. Geary - 1609 North Beach Road**

Planner Wright presented a staff report dated October 29, 2014 regarding a Setback Variance Development Variance Permit.

A representative of the applicant, Hans Hazenboom, was present and spoke to the application.

Further to discussion, the following resolution was introduced.

**SS-2014-218**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee defer Development Variance Permit application SS-DVP-2014.4 for Lot 1, District Lot 17, North Salt Spring Island, Cowichan District, Plan 19405 until the December 18, 2014 meeting of the Local Trust Committee so that neighbours may register any concerns with the application (SS-DVP-2014.4, 1609 North Beach Road).

**CARRIED**

**16.4 SS-SUB-2014.7 - Wolfe-Milner Land Surveying Inc. - 300 Holmes Road & 1169 Isabella Point Road**

Planner Wright presented a staff report dated October 24, 2014 regarding a 10% Lot Frontage Exemption for a Subdivision.

The property owner, Basil Franey, was present and spoke to the application.

Further to discussion, the following resolution was introduced.

**SS-2014-219**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee exempt Proposed Lot B of Remainder of Lot 1, Section 40, Plan 31575, except part in Plan 49919, South Salt Spring Island, Cowichan District from the 10% minimum lot frontage requirements of Section 5.3 of Salt Spring Island Land Use Bylaw No. 355 and Section 944 of the Local Government Act (SS-SUB-2014.7, 300 Holmes Road & 1169 Isabella Point Road).

**CARRIED**

**16.5 SS-RZ 2003.5 - Bylaw No. 469 - O'Connor Project Planning - 176 Norton Road**

RPM Hartley presented a staff report dated October 30, 2014 regarding Housing Agreement Bylaw 469.

Further to discussion, the following resolutions were introduced.

**SS-2014-220**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee amend Bylaw No. 469, cited as "Salt Spring Island Housing Agreement Bylaw No. 469, 2013" as recommended in the staff report dated October 30, 2014 (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**SS-2014-221**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give Third Reading to Bylaw No. 469, cited as "Salt Spring Island Housing Agreement Bylaw No. 469, 2013" as amended (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**SS-2014-222**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee advise the Executive Committee that it has reviewed the Policy Statement Directives Only Checklist and determined that proposed Bylaw No. 469 is not contrary to or at variance with the Islands Trust Policy Statement (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**SS-2014-223**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer Bylaw No. 469, cited as "Salt Spring Island Housing Agreement Bylaw No. 469, 2013" to Executive Committee for consideration of approval (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**SS-2014-224**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the Memorandum of Understanding with Capital Regional District as recommended in the staff report dated October 30, 2014 and designate any member of the Local Trust Committee to sign the Memorandum of Understanding (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**16.6 SS-RZ 2003.5 - Section 219 Covenant - O'Connor Project Planning - 176 Norton Road**

RPM Hartley presented a staff report dated October 30, 2014 regarding the Norton Road Development Covenant.

Further to discussion, the following resolution was introduced.

**SS-2014-225**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee accept the Section 219 Covenant and designate any member of the Local Trust Committee to sign the covenant (SS-RZ-2003.5, 176 Norton Road).

**CARRIED**

**17. NEW BUSINESS - None**

**18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on December 18, 2014 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.



**19. ADJOURNMENT**

**By general consent** the meeting was adjourned at 2:04 p.m.

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Sheila Malcolmson, Chairperson

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder